

# Regular Meeting

<b>Agenda Item #</b>	10
<b>Meeting Date</b>	June 21, 2004
<b>Prepared By</b>	Wayne Hobbs
<b>Approved By</b>	Rick Finn

<b>Discussion Item</b>	Pay scale for part-time and seasonal staff who are not covered by the Collective Bargaining Agreement between Local 3399, American Federation of State, County, and Municipal Employees (AFSCME) and who are not tied to the City's position Classification Schedule.
<b>Background</b>	The scale is based on a survey of similar wages in surrounding jurisdictions. Library substitute are being added to this Pay Plan. Previously the library positions were compensated at the rates shown but had not been formally included in an adopted pay plan.
<b>Policy</b>	City Code, Chapter 8B, Personnel Procedures
<b>Fiscal Impact</b>	Funds to implement this new pay plan are included in the FY 05 Budget.
<b>Attachments</b>	Ordinance adopting pay scale for part-time and seasonal staff not covered by a collective bargaining agreement.
<b>Recommendation</b>	That Council accept the attached ordinance at second reading.

Introduced by: Councilmember Williams

First Reading: June 7, 2004

Second Reading:

**ORDINANCE NO. 2004-19**  
Pay Plan For Part-time and Seasonal Staff

**AN ORDINANCE TO:** Adopt a revised pay plan and pay scale for part-time and seasonal staff who are not covered by a collective bargaining agreement and who are not classified under the City's position classification schedule

**WHEREAS,** the City has conducted a Market Survey of Wages pertaining to these positions; AND

**WHEREAS,** the City has determined that it is in the best interest of the City's Staff and of its Citizens to adopt a pay plan that provides for wages based on the current market,

**NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF TAKOMA PARK MARYLAND THAT:**

1. This pay plan is effective July 1, 2004, and will remain in effect until amended or repealed by the Council.

2. That the City Manager is authorized to put into effect rules governing the award of pay increases for part-time and seasonal employees who are not covered by a collective bargaining agreement.

<u>TITLE</u>	<u>Range of Hourly Rates</u>	
	<u>Minimum</u>	<u>Maximum</u>
Recreation Program Aides	\$6.00	\$8.50
Recreation Program Assistant	\$8.00	\$10.00
Recreation Program Leader	\$9.50	\$11.50
Substitute Library Shelver	\$12.38 *	
Substitute Library Assistant	\$13.91 *	

\* No maximum is established for these positions. Incumbents will be eligible upon recommendation of the Library Director to have their hourly rate increased to the revised minimum upon the anniversary date of their employment or on July 1 for those employees hired on or before July 1, 2003.

Adopted this     day of     , 2004 by roll call vote as follows:

AYES:

NAYS:

ABSTAIN:

ABSENT: